

# **Emergency Food and Shelter Board Meeting Minutes**

## **February 8<sup>th</sup>, 2011**

### **1:00 p.m. – 3:00 p.m.**

### **Five County AOG Conference Room**

#### **Members in Attendance:**

Dennis B. Drake	Washington County Commissioner, Chair
Ellen Nathan	Jewish Organization
Heidi Allen	United Way Dixie
Jane Lewis	Community Action Program
Pastor Douglas Hounshell	Cliff View Chapel Baptist Church
Rene Pace	River of Life Church (Via Teleconference)
Reverend Susan Wiltsey-Smith	Episcopal Ministries Southwest
Nancy Neff	Salvation Army
Rebekah Becker	Grace Families Coalition
Robert Bowman	Grace Families Coalition
Deacon Jack Gorman	St. George Catholic Church
Ken Beckstrom	LDS Church
Margie Woodruff	American Red Cross

#### **Excused:**

Karma Greyman	Native American
Gloria Dahl	Low Income Advocate
Carol Hollowell	Volunteer Programs

#### **Others Present:**

Sherri Dial	Five County AOG, Staff
Brenda McKee	Five County AOG, Staff

#### **I. WELCOME AND INTRODUCTIONS**

Commissioner Dennis Drake welcomed all in attendance. Commissioner asked all new Board members to introduce themselves. Rebekah Becker and Robert Bowman will represent and advocate for the homeless population. Margie Woodruff introduced herself as a representative of the American Red Cross. Ken Beckstrom is the new representative for the LDS Church.

#### **II. APPROVAL OF FEBRUARY 25<sup>th</sup> AND SEPTEMBER 23<sup>rd</sup> MEETING**

Commissioner Dennis Drake welcomed a motion to approve the minutes with adjustments made for both of the February 25<sup>th</sup> and September 23<sup>rd</sup> meetings.

Ms. Heidi Allen motioned to approve the February 25<sup>th</sup> and September 23<sup>rd</sup>, 2010 minutes as amended, seconded by Reverend Susan Wiltsey-Smith. Motion carried unanimously

### **III. REVIEW PHASE 29 APPLICATION AND DISCUSS PRIORITIES**

During the February 23, 2011 meeting, there was a discussion of updating the Request for Funding Application for Phase 29. There was suggestion to have the agencies come and present to the Board what services their agency provides. The Board reviewed six different applications to create a new format for the Local Phase 29 EFSP application. Board members reviewed and compared Phase 28 and 27 applications for changes. Commissioner Drake read through the attachment check list on page 8 which the applicants are required to complete for the application process.

1) Attach a copy of agency's 501(c) (3) tax-exempt status letter for the organization or the Federal Identification Number (FEIN). 2) Attach a copy of agency's current Volunteer Board Member Roster. 3) Attach a copy of organization's nondiscrimination policy for the provision of services. 4) Attach a copy of organization's accounting policies and procedures by which the agency would manage EFSP financial support. 5) Attach a cover letter of organization's independent annual review of funds or audit for the immediate past fiscal year. 6) Attach a copy of the most recent Board approved agency budget for the program or services the agency is seeking fiscal support. 7) Attach a compilation of demographics of the population this program served during the last reporting, as well as total for the program to date. The Board agreed to encourage existing programs to apply. Ms. Dial stated that for Phase 28 the last day the agencies were able to spend the money was November 15<sup>th</sup>. The agencies will be receiving funds later this year for Phase 29 because the Federal Government has still not released funds. Commissioner Drake suggested letting all agencies know that if they have not spent any money by the end of September than their money will be reallocated.

### **IV. APPROVE NEW EFSP PHASE 29 APPLICATION**

Commissioner Drake recommended having the approval on the Phase 29 application take place through email. Adjustments will be made to the application and emailed to all Board members to review and vote.

**Ms. Nancy Neff motioned to approve the Phase 29 EFSP application through email, seconded by Mr. Ken Beckstrom. Motion carried unanimously**

### **V. NEW BUSINESS**

Ms. Dial announced that the Utah Food Bank has opened their Southern Utah Branch, which will provide more food to local pantries in the Five County area.

### **VI. NEXT BOARD MEETING**

The next Board meeting will announced when Five County Association of Governments receives the Phase 29 Funding Announcement.

### **VII. ADJOURN**

Commissioner Drake adjourned the meeting.